



BOILER AND PRESSURE VESSEL SAFETY INSPECTOR CHIEF

CHARACTERISTICS OF WORK:

For the Department of Health:

Under the administrative supervision of the Director, Bureau of Health Protection, the incumbent is charged, directed, and empowered to take necessary actions for the enforcement of the laws of the State of Mississippi governing the safe construction, installation, inspection, operation, and repair of boilers and pressure vessels.

For the Department of Corrections:

Under the administrative supervision of the Preventive Maintenance Superintendent, the incumbent is responsible for the operation and repair of boilers, pressure vessels, chillers, water towers, sewage treatment plants and other facility plumbing maintenance for the Department of Corrections.

MINIMUM QUALIFICATIONS:

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the State Personnel Board in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

EXPERIENCE/EDUCATIONAL REQUIREMENTS:

Education:

Graduation from standard four-year high school or equivalent (GED);

AND

Experience:

Ten (10) years experience in the construction, installation, inspection, operation, maintenance, or repair of high pressure boiler and pressure vessels as a mechanical engineer, steam operating engineer, boiler maker, or boiler inspector;

AND

Registration, Licensure, and/or Certification:

Certification by the National Board of Boiler and Pressure Vessel Inspectors, as outlined in Mississippi Code Annotated Copy Cumulative Supplement; Sections 45-23-21 (a) and Section 45-23-23.

Special Requirements:

The Chief Inspector must have passed the Boiler and Pressure Vessel Examination of the National Board of Boiler and Pressure Vessel Inspectors and hold a valid commission from the National Board of Boiler and Pressure Vessel Inspectors. The Chief Inspector shall not engage in the sale of any article or device relating to boilers, pressure vessels, or their appurtenances. The Chief Inspector shall furnish a \$5,000.00 bond conditioned upon the faithful performance of his/her duties. The cost of the bond is paid by the state.

Required Documentation:

Applicant must attach a valid copy of his/her commission from the National Board of Boiler and Pressure Vessel Inspectors.

PHYSICAL REQUIREMENTS:

These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements. These are typical requirements; however, reasonable accommodations may be possible.

For the Department of Health:

Moderate Work: May frequently exert force equivalent to lifting up to approximately 25 pounds and/or occasionally exert force equivalent to lifting up to approximately 50 pounds.

Vision: Requires the ability to perceive the nature of objects by the eye.

Near Acuity: Clarity of vision at 20 inches or less.

Midrange: Clarity of vision at distances of more than 20 inches and less than 20 feet.

Far Acuity: Clarity of vision at 20 feet or more.

Peripheral: Ability to observe an area that can be seen up and down or left and right while eyes are fixed on a given point.

Depth Perception: Three-dimensional vision. Ability to judge distances and spatial relationships so as to see objects where and as they actually are.

Ability to adjust focus: Ability to adjust the eye to bring an object into sharp focus.

Color Vision: Ability to identify colors.

Speaking/Hearing: Possesses the ability to give and receive information through speaking and listening skills.

Motor Coordination: While performing the duties of this job, the incumbent is regularly required to sit; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The incumbent is occasionally required to stand; walk; climb or balance; and stoop, kneel, crouch, or bend.

For the Department of Corrections:

Very Heavy Work: May frequently exert force equivalent to lifting over 50 pounds and/or occasionally exert force over that required to lift 100 pounds.

Vision: Requires the ability to perceive the nature of objects by the eye.

Near Acuity: Clarity of vision at 20 inches or less.

Midrange: Clarity of vision at distances of more than 20 inches and less than 20 feet.

Far Acuity: Clarity of vision at 20 feet or more.

Peripheral: Ability to observe an area that can be seen up and down or left and right while eyes are fixed on a given point.

Depth Perception: Three-dimensional vision. Ability to judge distances and spatial relationships so as to see objects where and as they actually are.

Ability to adjust focus: Ability to adjust the eye to bring an object into sharp focus.

Color Vision: Ability to identify colors.

Speaking/Hearing: Possesses the ability to give and receive information through speaking and listening skills.

Taste/Smell: Possesses the ability to use the sense of smell to recognize and distinguish odors. Possesses the ability to use the sense of taste to recognize and distinguish flavors.

Motor Coordination: While performing the duties of this job, the incumbent is regularly required to sit; stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or bend.

COMPETENCIES:

The following competencies describe the knowledge, skills, abilities, and attributes that lead to a successful employee in this position. An applicant will be expected to exhibit these competencies or the ability to reach competency achievement within a specified time. These competencies are linked to the essential functions of the job. Employees in this position may be evaluated on these competencies as part of the performance appraisal system. Example behaviors are listed below each competency and are used for illustrative purposes only. Specific behaviors may be identified and included later by the hiring agency. It is understood that some of these behaviors might not be acquired until a reasonable time after hire. Failure of an employee to successfully demonstrate some or all of these competencies, as deemed important by his or her reporting official, may result in the employee being placed on a performance improvement plan. If after a reasonable period of time, usually three (3) months, the employee fails to demonstrate successful performance, the employee may be terminated. These competencies include, but are not limited to, the following:

PUBLIC SECTOR COMPETENCIES:

Integrity and Honesty: Demonstrates a sense of responsibility and commitment to the public trust through statements and actions.

Models and demonstrates high standards of integrity, trust, openness, and respect for others. Demonstrates integrity by honoring commitments and promises. Demonstrates integrity by maintaining necessary confidentiality.

Work Ethic: Is productive, diligent, conscientious, timely, and loyal.

Conscientiously abides by the rules, regulations, and procedures governing work.

Service Orientation: Demonstrates a commitment to quality public service through statements and actions.

Seeks to understand and meets and/or exceeds the needs and expectations of customers. Treats customers with respect, responding to requests in a professional manner, even in difficult circumstances. Provides accurate and timely service. Develops positive relationships with customers.

Accountability: Accepts responsibility for actions and results.

Is productive and carries fair share of the workload. Focuses on quality and expends the necessary time and effort to achieve goals. Demonstrates loyalty to the job and the agency and is a good steward of state assets. Steadfastly persists in overcoming obstacles and pushes self for results. Maintains necessary attention to detail to achieve high-level performance. Deals effectively with pressure and recovers quickly from setbacks. Takes ownership of tasks, performance standards, and mistakes. Has knowledge of how to perform one's job. Knows the organization's mission and functions and how it fits into state government.

Self Management Skills: Effectively manages emotions and impulses and maintains a positive attitude.

Encourages and facilitates cooperation, pride, trust, and group identity; fosters commitment and team spirit; works effectively and cooperatively with others to achieve goals. Treats all people with respect, courtesy, and consideration. Communicates effectively. Remains open to new ideas and approaches. Avoids conflicts of interest. Promotes cooperation and teamwork.

Interpersonal Skills: Shows understanding, courtesy, tact, empathy, and concern to develop and maintain relationships.

Demonstrates cross cultural sensitivity and understanding. Identifies and seeks to solve problems and prevent or resolve conflict situations. Encourages others through positive reinforcement.

Communication Skills: Receives, attends to, interprets, and responds to verbal messages and expresses information to individuals or groups effectively.

Receives other cues such as body language in ways that are appropriate to listeners and situations. Takes into account the audience and nature of the information; listens to others, attends to nonverbal cues, and responds appropriately. May make oral presentations. Communicates ideas, suggestions, and concerns, as well as outcomes and progress throughout the process of an activity. Provides thorough and accurate information.

Self-Development: Adapts behavior or work methods in response to new information, changing conditions, or unexpected obstacles.

Seeks efficient learning techniques to acquire and apply new knowledge and skills; uses training, feedback, or other opportunities for self-learning and development. Develops and enhances skills to adapt to changing organizational needs. Remains open to change and new information and ideas.

TECHNICAL COMPETENCIES:

Communication: Shares information in writing or verbally.

Concise and correctly answers questions and/or explains or conveys information to the public, agency, co-workers, and other entities. Asks appropriate questions to gain information needed to assist the public or provide information to the public, agency personnel (e.g., personnel inside agency, outside agency, other states' agency personnel), or other entities. Participates effectively in meetings, seminars, and training sessions. Presents oral and written information internally or externally using proper grammar, punctuation, and content. Appropriately documents information using tools such as: letters, e-mails, reports, memoranda, etc. Communicates information in a courteous manner without invoking anger. Knowledgeably refers issues to appropriate agency or other personnel. Interacts professionally both over the telephone and in person with all types of people under a wide array of stressful and working relationships.

Boiler and Pressure Vessel Safety: Ensures the safe operating condition of all boiler and pressure vessels covered by the MS Boiler and Pressure Vessel Safety Law established in 1974.

Performs physical inspections in locations all over Mississippi. Has responsibility for up to 33,000 boiler and pressure vessels within the state of Mississippi or Department of Corrections. Works with insurance companies or the state to ensure that proper inspections are being made. Ensures that all operating certificates are issued. Takes corrective action for those that fail inspection.

Program Administration: Plans, organizes, and directs all phases of the Boiler and Pressure Vessel program.

Supervises the program and all employees within the program. Prepares budget for all areas of the program. Receives, disburses, monitors, and reports the expenditure of funds within the program.

Technical Expertise: Provides technical advice to owner users.

Provides interpretation of the American Society of Mechanical Engineers Boiler and Pressure Vessel Code and any other rules and regulations on boiler and pressure vessels.

MANAGEMENT COMPETENCIES:

Emotional Maturity: Conducts oneself in a professional, consistent manner when representing the organization.

Has the ability to work through adversity and hold self and others accountable for work actions.

Macro Oriented: Exercises good judgment; makes sound, well-informed decisions.

Understands and appropriately applies procedures, requirements, and regulations related to specialized areas of expertise.

Working Through Others: Supports, motivates, and is an advocate for staff.

Reinforces and rewards team efforts and positive behaviors. Is fair, yet firm with others. Monitors workloads and provides feedback.

Results Oriented: Plans effectively to achieve or exceed goals; sets and meets deadlines.

ESSENTIAL FUNCTIONS:

Additional essential functions may be identified and included by the hiring agency. The essential functions include, but are not limited to, the following:

For the Department of Health:

1. Ensures exhaustive inspection services and testing procedures for boilers and pressure vessels and ensures special installation for those of special design.
2. Ensures that all rules and regulations pertaining to boiler and pressure vessels are easily understood and regularly updated.
3. Conducts examinations, issues licenses, and has the authority to suspend or revoke licenses of boilers and pressure vessels inspectors.

For the Department of Corrections:

1. Ensures exhaustive inspection services and testing procedures for boilers, pressure vessels, chillers, water towers, sewage treatment plants, and other facility plumbing maintenance for the Department of Corrections.

EXAMPLES OF WORK:

Examples of work performed in this classification include, but are not limited to, the following:

For the Department of Health:

Ensures the safe operating condition of all boilers and pressure vessels covered by the Mississippi Boiler and Pressure Vessel Safety Law through inspection and testing procedures.

Maintains a complete record of the type, dimensions, maximum allowable pressure, age, location, inspection, certificates, and reports on boilers and pressure vessels within his/ her jurisdiction.

Drafts and periodically updates for the approval of the Board a set of rules and regulations for the manufacture, installation, operation, inspection, and repair of boilers and pressure vessels in Mississippi.

Provides interpretation of the American Society of Mechanical Engineers Boiler and Pressure Vessel Code and any other rules and regulations on boiler and pressure vessels.

Conducts examinations and issues licenses for Deputy and special boiler and pressure vessel inspectors upon successful completion of the exams as provided by the Mississippi Boiler and Pressure Vessel Safety Law.

Provides American Society of Mechanical Engineers survey inspection services for manufacturers of boiler and pressure vessels in Mississippi.

Suspends or revokes for cause licenses and inspection certificates for boilers and pressure vessels covered by state laws.

Ensures special installation and operating permits for boilers and pressure vessels of special design or construction.

Prosecutes all violators of the provisions of the Mississippi Boiler and Pressure Vessel Safety Law.

Performs related or similar duties as required or assigned.

For the Department of Corrections:

Ensures the safe operating condition of boilers, pressure vessels, chillers, water towers, sewage treatment plants, and other facility plumbing maintenance for the Department of Corrections.

Obtains special installation and operating permits for boilers and pressure vessels.

Maintains a complete record of the type, dimensions, maximum allowable pressure, age, location, inspection, certificates, and reports on boilers and pressure vessels within his/her jurisdiction.

Performs related or similar duties as required or assigned.

INTERVIEW REQUIREMENTS:

Any candidate who is called to an agency for an interview must notify the interviewing agency in writing of any reasonable accommodation needed prior to the date of the interview.